Blake DeRouchey
HSEMD

Andy Buffington
Communications Center

Vacant
EMS

Vacant
Emergency Management

Angela Clouser
Member-At-Large

Vacant
Fire Department (Volunteer)

Rob Rotter
Sheriff's Office

Jason Schluttenhofer
Sheriff's Office

Michele Bischof
Fire Department

Tom Lampe
Iowa DPS

Vacant
Municipal Police
Department

Vacant
ILEA

David Ness
Municipal Police
Department

Wendi Hess
Communications Center

Cindy Heick
Iowa DPH

Peter Huffman
Iowa DOT

Trace Kendig
Iowa DNR

Patrick Updike
Iowa DOC

Annette Dunn
Office of the CIO

Legislative Members
Senator Jim Lykam
Senator Tim L. Kapucian
Representative Bob Kressig
Representative Jarad Klein

Meeting Minutes
Iowa Statewide Interoperable Communications System Board
May 14, 2020

GoTo Meeting Link:
https://global.gotomeeting.com/join/222960701
Conference Call to Listen:
866.685.1580 Code: 685.084.1746

Meeting called to order by Chair Lampe at 10:30 am.

The conference telephone line was opened for public listening and comment, and for Board members. The meeting was conducted via GoToMeeting and conference line.

Eleven voting board members attended via phone, establishing a quorum.

Voting Members in Attendance via GoTo Meeting and Conference line: Michele Bischof, Andy Buffington, Blake DeRouchey, Wendi Hess, Peter Huffman, Tom Lampe, Dave Ness, Rob Rotter, Jason Schluttenhofer, Patrick Updike

Non-Voting in Attendance: SWIC Maiers, Administrative Assistant Hollie Davidson

Absent: Angela Clouser, Annette Dunn, Cindy Heick, Trace Kendig (Matt Bruner filling in)

Guests: David Barnett, Tracey Bearden, Mindy Benson, Dan Case, Rob Dehnert, Dave Gordon, Steve Gray, Doug Knoll, Brian Krumm, Jim Lundsted, Doug McCasland, Melvin Mercado, Curtis Pion, Tammy Rodriguez, Shari Schmitz, Marcia Slycord, Connie Stufflebeem

Approval of Agenda: Peter Huffman made a motion to approve the March meeting agenda. Michele Bischof seconded the motion.

Administrative Assistant Hollie Davidson took a roll call vote to approve the May 2020 Meeting Agenda. Motion passes with eleven "aye" votes (Matt Bruner, Patrick Updike, Peter Huffman, Tom Lampe, Blake DeRouchey, Wendi Hess, Andy Buffington, Michele Bischof, David Ness, Rob Rotter, Jason Schluttenhofer)

Approval of Minutes: David Ness made a motion to approve the April 2020 meeting minutes. Peter Huffman seconded the motion.

Administrative Assistant Hollie Davidson took a roll call vote to approve the May 2020 Meeting Agenda. Motion passes with eleven "aye" votes (Matt Bruner, Patrick Updike, Peter Huffman, Tom Lampe, Blake DeRouchey, Wendi Hess, Andy Buffington, Michele Bischof, David Ness, Rob Rotter, Jason Schluttenhofer).

SWIC Report: SWIC Maiers reports that StatusBoard is fully functional and available for use following an expedited deployment. Currently, there are 57 unique agencies signed-up (most are PSAPs), as well as 347 different user accounts for end-users. Agencies are to contact SWIC Maiers to sign-up for StatusBoard.

SWIC Maiers reports that there is a COVID-19 Response Communications Plan posted on StatusBoard, and generally, the sixth TAC in each region (R1 TAC16, R2 TAC26, R3 TAC36, R5 TAC56, R6 TAC66; R4 TAC45 is the exception) is designated for any COVID related issues. If more talkgroups are needed, agencies can reserve them on StatusBoard.

Regarding TIA/TR-8, SWIC Maiers reports he has recently voted to approve two standards – one related to the measurement of interference in P25 systems, and an addendum to a standard related to system calls. The addendum helps clarify radio system messages that are passed during system calls and expected hang time on subscriber units.

SWIC Maiers reports there was no April Shared Systems Study Group meeting; however, there is one planned for Monday, May 18, 2020.

SWIC Maiers reports that PSAP Control Station training is ongoing and encourages PSAPs to reach out to him for "one-on-one" sessions in their facilities or virtually.

Regarding integrated control stations, some PSAPs have reported issues related to hearing an echo. There are anti-echo settings on many dispatch consoles to help mitigate the echoing. If a PSAP is experiencing this, SWIC Maiers suggested they reach out to their local vendors.

Chair Lampe requested that some echoed audio be played from a recent patch into ISICS.

E911 Council Report & E911 Program Manager: 911 Program Manager Blake DeRouchey reports that the 911 Council met virtually and approved a proposal regarding how to allocate training funds. Beginning FY21, there will be a local share of 10% for the use of training

funds. There will be various ways local agencies can meet the 10% local share. However, this 10% will exclude the Law Enforcement Academy, APCO, and NENA.

Mr. DeRouchey reports that there is an approximate one month delay in wireline migration, and the hope is to begin in June 2020.

User Group Committee (UGC): UGC Chair Buffington reports that the UGC met, and there are two users up for approval in New Business.

Finance Report: SWIC Maiers reports that the monthly net expenditures during April for the Interoperable and Broadband Communications Fund were $6,119. The April ending balance was $143,812. Monthly expenditures during April for the SLIGP 2.0 Grant were $20,001. Of that amount, $16,001 were federal expenditures. The remaining federal amount available for the SLIGP 2.0 Grant is $326,326.

SWIC Maiers reports he is currently looking for someone to fill the vacant Finance Chair position.

Governance Committee: Governance Committee Chair Peter Huffman reports that the Committee met, and the only agenda item was to discuss any Public Comments related to the Mobile Broadband Deployable Interference Prevention Policy. There were no Public Comments to review.

Operations Committee: Operations Committee Chair Bischof reports that the Committee met and continued discussions regarding the policy to allow for sub-regional talkgroups withing the six existing Homeland Security Regions. The Operations Committee is reviewing the use of the regional CALL talkgroups and working with the Standards Working Group to develop an alert tone policy.

ISICSB Vice-Chair Ness noted that the stakeholders are looking forward to seeing the request come before the ISICSB. Ms. Bischof stated that the application only needs information from one more PSAP.

Outreach Committee: SWIC Maiers reports that a new ISICSB newsletter has been developed and thanked Hollie Davison for her work on the updated newsletter.

Outreach planning sessions are ongoing and will begin again as the COVID-19 pandemic slows down and areas open back up.

Training/Exercise Committee: SWIC Maiers reports that the SOP Development and Encryption courses are postponed until further notice. The encryption course would have been two sessions—one for decision-makers and one for technicians. Both encryption courses could potentially be virtual, and SWIC Maiers plans to discuss this with ECD.

There is ongoing work for developing a "just-in-time" training for PSAPs. This course is in development stages following conversations with local PSAPs on needs for just in time continuing operations plans and some potential need for dispatching in unfamiliar environments. Information will be posted on the ISICSB Training web site.

Technology Committee: Technology Chair Updike reports that the Committee met once and discussed the Mobile Deployable Policy of which had no Public Comments.

There was a brief discussion on security risks associated with unmanned aircraft systems at the Technology Committee's meeting.

The Technology Committee continues discussion regarding the VCALL 10 recommendation developed.

Mr. Updike also attended a CAPRAD webinar to gain some insights on FCC forms.

FirstNet Broadband Committee: FirstNet Broadband Committee Chair Bischof reports that the Committee met and continues to encourage agencies to sign-up on the "Who's on FirstNet" database.

There were two guest speakers on the May FirstNet Committee call – Tracy McElvaney with AT&T, and Jim Lundsted with CISA. Mr. McElvaney discussed and answered questions regarding challenging environments for deployment and atypical uses. Mr. Lundsted discussed and responded to questions regarding WPS.

Chair Bischof reports that AT&T Engineer Andy Sackreiter will join the June 2020 FirstNet Committee call. The Committee is compiling questions for Mr. Sackreiter to answer. If the Board has any questions, please submit them to Chair Bischof by May 26, 2020.

LEA Committee: LEA Committee Chair Connie Stufflebeem reports that the LEA Committee did not meet in April and will not meet in May. However, tower utilization reports are ongoing to assess actual usage of the sites. In the logs, much of the data is noise in the copper lines.

Chair Stufflebeem states that SWIC Maiers continues to update the LEA Committee on the PSAP Control Station installation and training progress.

Other Reports:

Shared System Study Group: SWIC Maiers reported that the Shared System Study Group (SSSG) met for the first time in March and was an excellent introductory meeting and way for participants to see what kinds of radio system equipment is in use around Iowa. The group also gained insights into what participants are experiencing and dealing with around Iowa. The SSSG outlined what participants wanted to accomplish and list immediate concerns such as costs, training, and governance in addition to the technology. Many of the interoperability concerns brought forth at the meeting are not necessarily related to technology. The SSSG also looked at elements of the SAFECOM Interoperability Continuum. While the SSSG did

not meet in April, documents related to the SAFECOM Interoperability Continuum were distributed to participants for review.

The SSSG will meet again on May 18, 2020. The meeting will discuss more goals of the SSSG, and a guest from the State of Connecticut is available to discuss their attempted connection of a Motorola and Harris system via ISSI.

Board Information Sharing: During the May 14, 2020 ISICSB Meeting, Chair Lampe shared that the installation of communications equipment in the new DPS Mobile Command Center is progressing. The goal is to set up the Mobile Command as a way to utilize it as another wide area site in the ISICS network. This would allow radios to act like they usually would on ISICS in wide-area trunking and simplifies radio programming. Typically this connection to the core is made via satellite backhaul. However, the satellite is costly and slow. LTE connections would offer more speed, but the installation is complex. However, DPS is making significant progress with the equipment installation. DPS is currently planning to use FirstNet and Verizon as backhaul to the core from the Mobile Command. The other goal is to set up a full dispatch center for core-connected dispatch consoles, which also continues to progress. The command center currently has a total of four wireless modems for the LTE backhaul. If this is successful, this could also be accomplished with the STR trailer that has ISICS trunking equipment in it.

Chair Lampe also reports that the Des Moines Police Department has allowed DPS to participate in over the air rekeying (OTAR) training. OTAR allows for encryption keys on radios to be updated without having to physically connect to the radio for updating. Chair Lampe feels it will be necessary for ISICSB to develop a policy related to the use of OTAR on ISICS—e.g., frequency of updates to encryption keys, configuration, setup, and usage. SWIC Maiers added that this would be an excellent task for the currently idled Encryption Subcommittee.

Motorola Project Manager ISICS Update: Motorola Solutions Manager Melvin Mercado gave the Motorola Project Update. Mr. Mercado reports the following items are remaining:

1) Complete Hardin (no change)
    - Close to completion on legal agreement with the City of Iowa Falls regarding landscaping
    - Install retaining wall
    - Site is operational
2) Rock Rapids
    - Construction completed, and tear down of old IPTV tower is done as well as emoving old guy anchors.
    - Microwave dish installs are scheduled for next week.
    - Site optimization is complete after microwave installs
    - Coverage testing for Lyon and Sioux Counties once the site is optimized
3) Site walks are ongoing – walks are currently in progress
    a. Done by having someone at the site and virtually by video conference calls for other stakeholders—DOT, DPS, etc

FirstNet/AT&T Update: FirstNet/AT&T Representative David Barnett reports the following new sites have launched with Band-14 - Winfield, Iowa, and Hamlet, Illinois.

Mr. Barnett reports that FirstNet has been very active in reaching out to public safety departments during the COVID Pandemic. The goal is to ensure agencies know what Firstnet can offer them as far as assistance throughout the pandemic and assist where needed.

Mr. Barnett reports that the black FirstNet SIM cards should start functioning on US Cellular roaming by the end of May 2020.

CISA-ECD Update: Jim Lundsted from the Department of Homeland Security Emergency Management Communications Division (ECD) reports that the State of Kansas is currently in the process of implementing LTE backhaul using Sierra wireless routers. Mr. Lundsted offered to share more information regarding this with SWIC Maiers if interested.

Regarding the Interoperable Communications Technical Assistance Program (ICTAC), no in-person training has occurred in the last six or seven weeks. Mr. Lundsted encourages the Board to share ideas regarding how to offer training virtually.

Mr. Lundsted reports he has shared information regarding a COVID-19 response plan. A large portion of the discussions involving recent cybersecurity hacking issues involving ransomware, other vulnerabilities, and attempts to attack the healthcare and research sectors.

CISA published a document addressing the release of disinformation in social media and different biases. The documents are available at https://www.cisa.gov/insights. Mr. Lundsted encourages all to be vigilant of the incorrect information.

Mr. Lundsted also discussed disinformation and conspiracy theory campaigns regarding 5G and COVID-19. Some LTE sites have been vandalized or destroyed by vandals.

Standards Working Group (SWG): SWIC Maiers reports that the group met in April and discussed the following items:
- A process for mounting VHF paging equipment on state-built ISICS sites
- Alert Tones
- StatusBoard standard (coordinating with the Operations Committee)

Control Station Updates: SWIC Maiers reports that the next round of test calls is planned for May 21, 2020. This test round includes ten PSAPs, of which four of these have core-

connected console installations currently in progress at various stages. The rest are working on getting control stations installed and possibly integrated into the console. Many of those are waiting for parts.

SWIC Maiers reminded those that have integrated a control station to their dispatch consoles to check with their vendors if they encounter an echo. There is an echo suppression setting on many consoles that solves many potential issues with echoing.

Old Business: None.

New Business: David Ness made a motion for the approval of two new users: Pottawattamie County – Level 2 and Winneshiek County – Level 1. Peter Huffman seconded the motion.

Administrative Assistant Hollie Davidson took a roll call vote to approve the two new users. Motion passes with ten "aye" votes (Matt Bruner, Patrick Updike, Peter Huffman, Tom Lampe, Blake DeRouchey, Wendi Hess, Michele Bischof, David Ness, Rob Rotter, Jason Schluttenhofer).

Patrick Updike discussed the Mobile Broadband Deployable Interference Prevention Policy, which requires frequency coordination between carriers deploying mobile LTE vehicles. SWIC Maiers said that there were no comments after posting it only and sending it directly to Verizon, AT&T, and U.S. Cellular. Mr. Updike made a motion to approve the policy. David Ness seconded the motion.

Administrative Assistant Hollie Davidson took a roll call vote to approve the new policy. Motion passes with ten "aye" votes (Matt Bruner, Patrick Updike, Peter Huffman, Tom Lampe, Blake DeRouchey, Wendi Hess, Michele Bischof, David Ness, Rob Rotter, Jason Schluttenhofer).

Public Comment: None.

Motion to Adjourn: Jason Schluttenhofer made a motion to adjourn. Peter Huffman seconded the motion. Meeting adjourned at 11:36 am.

YouTube link for the May 2020 ISICSB Board Meeting:
https://www.youtube.com/watch?v=09TIUb1pPmY